

**SERVICE CONTRACT ACTION REGISTER and  
FY 1998 PERFORMANCE-BASED SERVICE CONTRACT (PBSC) REPORT**

- 1. CONTRACT DESCRIPTION:** List expired contract actions of \$500,000 or more which were converted to a PBSC in FY 1997. Also list all new service contract actions of \$500,000 or more. The description must include the contract/action number. The term “action” includes any of the actions listed on the SF 279 at block 9. The code letters in block 9 are to be used to complete the contract action blocks. Also use the codes on the SF 279 block 24 to complete the contract type block on this form. (See **Attachment to this form for codes**).
- 2. PRIOR CONTRACT DATA:** Provide data only on expired service contracts which were converted to a PBSC. If an action is new, not a follow-on from a prior contract, do not enter data in the Prior Contract Data section, enter data in the Contract Description, Service Contract Action, and PBSC Elements sections only. The term conversion means changing from use of a cost, time and material or labor hour contract to a fixed price type of contract. The term includes changing detailed prescriptive work statements used in prior fixed price contracts to work statements that describe what is to be delivered not how the work is to be accomplished. See FAR 37.6 and DIAR 1437.5.
- 3. SERVICE CONTRACT ACTION:** When reporting planned awards, enter the estimated award date and the estimated annual cost.
- 4. CONVERSION SAVINGS:** For conversions, enter the annual cost savings if the cost of the new award is less than the annual cost of the previous contract.

Current Contract Data (2)				Service Contract Action						PBSC Elements (See FAR 37.602 & DIAR 1437.502)						
Contract Action	Contract Type	Expiration Date	Annual Cost (\$000's)	PBSC [Y/N]	Conversion [Y/N]	Contract Action	Est. Award Date (3)	Estimated Annual Cost (3) (\$000's)	Conversion Savings (\$000's) (4)	Contract Type	Best Value Award [Y/N]	Past Perf. Eval. [Y/N]	Perf. Work Statem't [Y/N]	Quality Assurance Plans [Y/N]	<u>Incentives</u> Pos. = + Neg. = - None = 0	Perf. Report'g [Y/N]
1. Contract Description: (1)																
2. Contract Description: (1)																
3. Contract Description: (1)																
4. Contract Description: (1)																
5. Contract Description: (1)																

Continue as needed.

**FEDERAL PROCUREMENT DATA SYSTEM (FPDS)  
INDIVIDUAL CONTRACT ACTION REPORT****INTERAGENCY REPORT CONTROL NUMBER  
0206-GSA-QU****9. KIND OF CONTRACT ACTION**

- |   |  |
|---|--|
| A. Initial Letter Contract                                  | F. Order Under BOA                           |
| B. Definitive Contract Superseding Letter<br>Contract       | G. Order/Modification Under Federal Schedule |
| C. New Definitive Contract                                  | H. Modification                              |
| D. Purchases Using Simplified Acquisition<br>Procedures     | J. Termination for Default                   |
| E. Order Under Single Award Indefinite Delivery<br>Contract | K. Termination for Convenience               |
|   | L. Order Under Multiple Award Contract       |
|   | Z. Initial Load of Federal Schedule Contract |

**24. TYPE OF CONTRACT OR MODIFICATION**

- |  |                          |
|--|--------------------------|
| A. Fixed-Price Redetermination                   | S. Cost - No Fee         |
| J. Fixed-Price                                   | T. Cost - Sharing        |
| K. Fixed-Price with Economic<br>Price Adjustment | U. Cost - Plus-Fixed-Fee |
| L. Fixed-Price Incentive                         | V. Cost - Plus-Incentive |
| R. Cost-Plus-Award-Fee                           | Y. Time and Materials    |
|  | Z. Labor Hours           |